



**Minutes of the Cemetery Board Meeting
Tuesday, June 21, 2016**

REGULAR MEETING 4:00 P.M

Committee Member Present: Jack Ferguson, President
Karen Roldan, Secretary
Jake Trujillo, Member
Tommy Weathers, Member

Committee Members Absent: Jim Bloodhart, Vice-President

Staff Present: Tim Williams, Parks and Recreation Director
Ruben Esquivel, Cemetery Supervisor
Daisy Diaz, Cemetery Administrative Assistant
Louis Najjar, City Engineer
Kevin Dillon, Project Manager

Others Present: Gabriel Casaus, LaGrone Funeral Home
Juan Oropesa, Councilor

The meeting was called to order at 4:05 p.m. by President, Jack Ferguson. Committee members Weathers, Trujillo, and Roldan were present.

Mr. Trujillo moved to approve the agenda as presented. Mr. Weathers was the second. A voice vote was unanimous and the motion carried.

Mr. Trujillo moved to approve the May 17, 2016 meeting, Mr. Weathers was the second. A voice vote was unanimous and the motion carried.

Action Items: None

Non-Action Items:

2. Sexton's Report: Cemetery Supervisor, Ruben Esquivel, reported a total of 39 services for the month of May including 2 disinterments at South Park Cemetery. A total 24 casket burials, and 7 cremations for South Park Cemetery, and 4 casket burials, and 2 cremations for General Douglas McBride Veteran's Cemetery. As of June 21, 2016 there had been 25 internments.

3. Performance Measures/Bookkeepers: Cemetery Administrative Assistant, Daisy Diaz, reported that for the month of May there had been 2 new contracts, 3 pay offs, 2 lot sales and 1 transfer. As of June

21, 2016 there had been 3 new contracts, 1 pay off and 1 lot sale. A handout was also given out by Mrs. Diaz showing burial numbers from January 2016 to current date (June 21, 2016).

4. Update on Capital Improvements: Kevin Dillon, Projects Manager, and Louis Najar, City Engineer proceeded to talk about the \$28,000.00 set aside to replace/repair the storage roof by the shop area in the cemetery. They also commented on the \$50, 000.00 already in place for the road repair within the cemetery, and talked about working on obtaining another \$150,000.00. They are also working on brainstorming a way to work with the funds available for all repairs/replacements, and figure out what works best maintenance wise.

Other Business: None

Public Comments: None

Adjourn:

The meeting was adjourned at 4:40 p.m.

Next Meeting Date:

Next meeting to be held August 16, 2016 at 4:00 p.m.